

MINUTES OF THE OPEN SESSION
OF THE MEETING OF THE BOARD OF GOVERNORS

Held on Thursday, June 21, 2007, immediately following the meeting
of the Corporation, in Room GM 407-1, SGW Campus

Present

Governors: Mr. Peter Kruyt, *Chair*, Mr. John Aylen, Dr. Rama Bhat, Me Gerald C. Burke, Mr. Charles G. Cavell, *Vice-Chair*, Hon. Baljit Singh Chadha, Mr. Walter Chan, Mr. James Cherry, Mr. Howard Davidson, Mr. Brian Edwards, *Vice-Chair*, Mr. Paul Gauthier, Ms. Suzanne Gouin, Mr. George Hanna, Dr. Arvind K. Joshi, Mrs. Judith Kavanagh, Dr. William Knitter, Dr. Lawrence Kryzanowski, Dr. Claude Lajeunesse, *President*, Dr. Lucie Lequin, Ms. Christine Lengvari, Mr. Andrew Molson, Mr. Desmond O'Neill, Mr. Richard Renaud, Dr. Rhona Richman Kenneally, Ms. Patricia Saputo, Mr. Mohamed Shuriye, Mrs. Mackie Vadacchino de Massy, Mr. Ivan Velan, Mrs. Lillian Vineberg, Mr. Jonathan Wener, *Vice-Chair*

Non-voting Observers: Mr. John Hall

Officers of the University: Ms. Kathy Assayag, Dr. Louise Dandurand, Me Marcel Danis, Mr. Michael Di Grappa, Mr. Larry English, Dr. Martin Singer

Guest: Me Jonathan Levinson

Absent

Governors: Sister Françoise Boisvert, Dr. June Chaikelson, Me Rita de Santis, *Vice-Chair*, Mr. Danny Di Perna, Ms. Mina Etezadi, Mr. Khaleed Juma, Me John Lemieux, Mr. Tony Meti, Mr. David P. O'Brien, *Chancellor*

Non-voting Observers: Ms. Jean Freed

Officers of the University: Mr. John Parisella

1. Call to Order

The Open Session was called to order at 8:37 a.m.

1.1 Chair's remarks

The Chair waived his remarks.

1.2 Approval of the Agenda

Upon motion duly moved and seconded (Davidson, Vadacchino de Massy), it was unanimously RESOLVED:

R-2007-5-12 THAT the Agenda be approved.

1.3 Approval of the Minutes of the Open Session meeting of May 17, 2007

Upon motion duly moved and seconded (Davidson, Vadacchino de Massy), it was unanimously RESOLVED:

R-2007-5-13 THAT the Minutes of the Open Session meeting of the Board of Governors, held on May 17, 2007, be approved.

2. Business arising from the Minutes not included on the Agenda

There was no business arising from the Minutes.

3. Report and recommendations of the Budget Committee

3.1 Approval of the 2007/2008 Operating Budget (Document BG-2007-5-D7)

The Chair of the Budget Committee, Mr. Cherry, prefaced Mr. English's presentation by apprising Governors that the Budget Committee had met on May 7 and June 7, 2007 with the objective of bringing the budget forward for the Board's consideration.

Mr. English commenced his power point presentation by summarizing what had occurred during the past year. He gave a detailed breakdown of the recurrent and non-recurrent amounts distributed pursuant to the government reinvestment of \$240 million in the Quebec university network. He specified that of the \$90 million distributed in each of 2006/2007 and 2007/2008, Concordia received \$11 million each year. However, the teaching grant is based on the new weighting grid which in its turn is based on costs for 2004/2005, signifying that future educational developments are funded on the basis of average historical spending.

Mr. English underlined the impact of the changes to the weighting grid which greatly favour those universities having medical, agricultural and/or veterinarian programs, pointing out that Concordia's share of the network FFTE funding decreased from 11.09% in the previous grid to 10.24% under the new grid, which translates into a loss of \$11.5 million per year. Further to a review of the impact of the new funding formula on the other Quebec universities in comparison to their deficit positions, it would appear

that the universities with the largest accumulated deficits are the ones most funded under the new grid.

The Vice-President, Finance continued by outlining the 2007/2008 budget was prepared based on the assumptions of no anticipated FTE growth, a tuition fee increase of \$50 per term from which 30% will be clawed back by the government to fund student aid, no benefit from the government reinvestment as explained hereinabove, a 1% cost of living increase for Support and Buildings and Grounds, no government funding for exchange students, inclusion of a space deficit funding, provision for collective agreement increases and increased operational costs such as utilities and contractual services. The decrease in net budgeted revenues together with the increase in net budgeted expenses result in a preliminary shortfall of over \$15 million in 2007/2008.

Mr. English explained the impact of the Budget Model Review Committee and the Operational Efficiency Review Committee on the 2007/2008 budget process and specified the differences between the previous budget allocation model and the transitional budget allocation model used to prepare the current budget. More specifically, the latter model provides for the funding of overarching priorities at the institutional level on a needs/strategic basis as opposed to a method replicating government funding. He spoke of the financial impact on the budget of the four overarching academic priorities identified by SCAPP, which amount to \$5.3 million.

Mr. English reviewed the net increases and cuts to the 2007/2008 budget, culminating in a projected deficit of \$10.4 million. However, in the event that the Board would opt to approve the Technology Infrastructure fee and Copyright fee proposed hereinafter, then the deficit would drop to \$7.3 million.

Further to this presentation, Mr. Cherry commented that, given the circumstances, this was a prudent budget. A discussion ensued during which the pros and cons of adopting a deficit position were debated. Governors conveyed comments and ideas about improving efficiencies, making a public statement on Concordia's responsible and solid financial management which gets skewed by the changing funding formula, revisiting the strategic plan to create new revenue opportunities, concentrating on the most profitable programs, etc. Pursuant to Mr. Wener's suggestion of introducing forgivable loans, it was decided that a special meeting of the Budget Committee would be convened to discuss the feasibility of this concept.

Upon motion duly moved and seconded (Cherry, Cavell), it was unanimously RESOLVED with one abstention:

R-2007-5-14 *THAT, upon the recommendation of the Budget Committee, the Board of Governors approve the 2007-2008 operating budget with a deficit of \$7.3 million and request that a plan be developed expeditiously by senior management in concert with the relevant Board committee(s) dealing with an effective communication strategy regarding Concordia's financial situation and outlining alternatives and options in relation to budget strategies for the years to come.*

3.2 Establishment of a Technology Infrastructure fee (Document BG-2007-5-D8)

Upon motion duly moved and seconded (Cherry, Renaud), it was RESOLVED with one opposed:

R-2007-5-15 *THAT, upon recommendation of the Budget Committee, the Board of Governors approve the collection of a Technology Infrastructure fee of \$4.00 per credit from all students, to be indexed annually and to be implemented with registration for the Fall term of 2007 (2007/2), in accordance with the University billing, refund and withdrawal policy.*

3.3 Establishment of a Copyright fee (Document BG-2007-5-D9)

Upon motion duly moved and seconded (Cherry, Renaud), it was RESOLVED with one opposed:

R-2007-5-16 *THAT, upon recommendation of the Budget Committee, the Board of Governors approve the collection of a Copyright fee of \$0.75 per credit from all students in the 2007/2008 Fall term, to be increased to \$0.80 per credit in the 2008-2009 academic year, to \$0.85 per credit in the 2009/2010 academic year, to \$0.88 per credit in the 2010/2011 academic year and to \$0.91 per credit in the 2011/2012 academic year, to take effect with registrations for the Fall term for the 2007/2008 year (2007/2) and the Summer term in each of the next four academic years (2008/1, 2009/1, 2010/1 and 2011/1 respectively), in accordance with the University billing, refund and withdrawal policy.*

4. Presentation on the Faculty of Arts and Science

Given the lateness of the hour, it was agreed to defer this presentation to the Fall.

5. Report of the President

Dr. Lajeunesse indicated that tremendous progress had been achieved as the year is coming to a close. He thanked the members of the Board for their participation and unwavering commitment throughout the year. He also expressed appreciation to the team of senior administrators who are totally dedicated to the University, referring to their key achievements and successes in 2006/2007.

5.1 Update on the search for a Provost and Vice-President, Academic Affairs

The President regretted that the Advisory Search Committee had been unable to identify a replacement for the position of Provost and invited Governors to read his message to the community that had been distributed at the meeting which outlines, among other things, the measures put in place to ensure that the duties and responsibilities incumbent upon the Provost are appropriately dealt with until a candidate will have been appointed.

6. Change to the English title of Director of Libraries (Document BG-2007-5-D10)

Upon motion duly moved and seconded (Lajeunesse, Lengvari), it was unanimously RESOLVED:

R-2007-5-17 *THAT the English title of Director of Libraries be changed to that of University Librarian.*

7. Graduate Students' Association (GSA) fee levies (Documents BG-2007-5-D11 and D12)

R-2007-5-18 Upon motion duly moved and seconded (Lajeunesse, Shuriye), it was unanimously RESOLVED:

WHEREAS, at a recent referendum, the graduate students voted in favor of paying new fees to support the People's Potato Collective and Cinema Politica;

WHEREAS the delay for contestation has now passed, and no contestation was filed in relation thereto;

BE IT RESOLVED:

THAT the Board of Governors authorize the University to collect a fee of \$2.00 per semester from all graduate students, annually adjusted to the Customer Price Index of Montreal as advised by the GSA, to support the People Potato's Collective, to be implemented with registration for the Fall term of 2007 (2007/2), in accordance with the University billing, refund and withdrawal policy; and

THAT the Board of Governors authorize the University to collect a fee of \$1.00 per semester from all graduate students, to support Cinema Politica, to be implemented with registration for the Fall term of 2007 (2007/2), in accordance with the University billing, refund and withdrawal policy.

8. Establishment of a borrowing plan up to \$55,000,000 (Document BG-2007-5-D13)

R-2007-5-19 Upon motion duly moved and seconded (Cherry, Gauthier), it was unanimously RESOLVED:

WHEREAS pursuant to Section 78 of the Financial Administration Act (R.S.Q., c. A-6.001), the bodies referred to under Section 77 of said Act, which have the power to borrow, may, within the scope of a borrowing plan established by the body and with the authorizations or approvals required by law to exercise their power to borrow, where such plan sets out the maximum amount and the characteristics and limits related to borrowings to be effected, conclude, without further authorization or approval, any borrowing transaction under said plan and establish the amounts and other characteristics and fix or accept the terms and conditions relating to each such transaction;

WHEREAS pursuant to Section 83 of the Financial Administration Act, a body referred to under Section 77 of said Act may, notwithstanding any provision of any other act applicable to it, determine, within the scope of a borrowing plan referred to in the foregoing section, that the power to borrow or to approve the terms and conditions thereof, may be exercised on behalf of the body by two or more of its officers authorized by the body;

WHEREAS Concordia University (the "Borrower") is a body referred to under Subsection 77(2) of the Financial Administration Act, for the purposes of the application of the foregoing provisions;

WHEREAS it is necessary to authorize a borrowing plan related to the borrowings of the Borrower, to establish the maximum amount of the borrowings that may be effected thereunder, to set the characteristics and limits related to the borrowings to be effected and to authorize the Borrower's officers to conclude any borrowing transaction under such plan, to determine the amounts and other characteristics thereof and to accept the terms and conditions relating to each such transaction;

BE IT RESOLVED:

1. to establish a borrowing plan pursuant to which the Borrower, subject to the limits set out hereinafter, may conclude from time to time before June 30, 2008 some borrowing transactions of no more than fifty-five million dollars (\$55,000,000) in legal Canadian tender;
2. that the borrowing transactions effected by the Borrower pursuant to this borrowing plan be subject to the following limits:
 - a) notwithstanding the provisions of above Article 1, the Borrower shall not, during each of the 15 months periods running from April 1, 2007 to June 30, 2008 and falling within the period referred to in Article 1, effect borrowing transactions that would exceed the total amount approved for such period by the Conseil du Trésor (Treasury Board) under the long-term university establishments borrowing program;
 - b) the Borrower shall not effect a borrowing transaction unless it benefits from a Quebec Government subsidy in compliance with standards established by the Treasury Board pursuant to the granting or the promise of subsidies to university establishments and providing for the payment in principal and interest of the borrowing in question even if, moreover, the payment thereof is subject to the annual vote by Parliament regarding the sums required for this purpose;
 - c) each borrowing transaction shall only be effected in legal tender in Canada, on the Canadian market or with Financement-Québec;
 - d) the proceeds from each borrowing transaction shall only be used, besides the payment of the inherent borrowing costs, for one or several of the following purposes:

- i) *to finance the investment expenditures made by the Borrower in accordance with investment plan approved by the Quebec Government;*
 - ii) *to refinance previous borrowing transactions in whole or in part at maturity;*
 - iii) *to repay contracted banking borrowing transactions awaiting for long-term financing or refinancing;*
3. *that for the purposes of determining the sum referred to in above Article 1 and the amount referred to in above Sub-section 2(a), only the face value of the borrowings effected by the Borrower are taken into account;*
4. *that the borrowing transactions under this borrowing plan are effected by the issue of debt securities ("bonds") or by loan agreements reached, in this latter case, with Financement-Québec;*
5. *that to the extent a borrowing transaction under this borrowing plan is effected by bond issue:*
- a) *the trust company designated by the Minister of Finance, acting on behalf of the Borrower, shall act as trustee for the bondholders;*
 - b) *the legal advisor designated by the Minister of Finance, acting on behalf of the Borrower, shall prepare the relevant documents and issue a legal opinion on the validity of the borrowing and the bond issue;*
 - c) *the printer designated by the Minister of Finance, acting on behalf of the Borrower, shall print the bond certificates that may, under the circumstances referred to in Sub-section 9(h) hereinafter, be issued in exchange for the aggregate certificate;*
 - d) *the Borrower shall issue an offering circular relating to the bond issue;*
 - e) *the Borrower shall create a private utility trust pursuant to the master trust agreement or, as the case may be, the supplementary trust agreement in favour of bondholders and the trust company to be designated by the Minister of Finance, acting on behalf of the Borrower, shall be responsible for supervising the allocation of the Borrower's debt ensuing from the government subsidy to be granted to it, for administering the trust estate to be created and for applying the relevant trust agreement;*
 - f) *the following signing officers authorized by the Borrower are empowered to deliver the aggregate certificate and the bond certificates which, as the case may be, may be issued in exchange for the aggregate certificate to the aforementioned trust company to enable the latter to certify them, to sign all documents required for this purpose and for the ultimate delivery to The Canadian Depository for Securities Limited ("CDS") or, as the case may be, in accordance with CDS instructions;*
6. *that the Borrower irrevocably mandates the Minister of Finance, throughout the term of this borrowing plan, to:*

- a) *invest, on behalf of the Borrower, the borrowings authorized pursuant to this plan, subject to the limits and characteristics set out herein, by means of bond issues unless these borrowings are contracted with Financement-Québec;*
 - b) *agree, on behalf of the Borrower, to the financial terms and conditions of the bond issues with the underwriters of such issues which it shall have chosen;*
 - c) *retain, on behalf of the Borrower, the services of any legal advisor whom it shall choose to prepare the borrowing documents and provide the requisite legal opinions;*
 - d) *retain, on behalf of the Borrower, the services of a trust company and, as the case may be, a printer in the event of borrowing by means of a bond issue;*
 - e) *agree, on behalf of the Borrower, to the terms and conditions of retaining the services of the legal advisor, the trust company and, as the case may be, the printer;*
7. *to authorize the Borrower to pay, from the proceeds of each borrowing contracted by bond issue and as per the rate structure established by the Minister of Finance, the fees and disbursements of the trust company, the legal advisors and the printer whose services shall have been retained by the Minister of Finance, acting on behalf of the Borrower;*
8. *to authorize, as the case may be, the Borrower to pay the annual fees of the trust company whose services shall have been retained as per the rate schedule established by the Minister of Finance*
9. *that to the extent the borrowing transactions under this borrowing plan are effected by bond issue, each of such transactions comprise the following characteristics:*
- a) *the bonds shall be issued under a master trust agreement or, as the case may be, a supplementary trust agreement reached between the Borrower, the trust company and, as intervenor, the Minister of Education and the bonds shall be governed by such trust agreements;*
 - b) *to the extent the Borrower has already concluded a master trust agreement with the trust company and the Minister of Education allowing for the issue of bonds book-based with CDS, the master trust agreement referred to above shall be such trust agreement already entered into;*
 - c) *moreover, to the extent the Borrower has not entered into any such master trust agreement, the aforementioned master trust agreement shall be the one for which the wording shall have been annexed to the bond underwriting contract concluded by the Minister of Finance, acting on behalf of the Borrower and which shall subsequently be concluded between the latter, the trust company and the Minister of Education;*
 - d) *the aforementioned supplementary trust agreement shall be the one for which the wording shall have been annexed to the bond underwriting contract concluded by the Minister of Finance, acting on behalf of the Borrower and which shall subsequently be concluded between the latter, the trust company and the Minister of Education;*

- e) *the bonds shall be sold pursuant to the underwriting contract to be reached between the Minister of Finance, acting on behalf of the Borrower and the bond underwriters in accordance with the prices, terms and conditions to which they shall have agreed;*
- f) *the bonds shall be book-based with CDS, as long as the latter remains a self-regulatory organization recognized by the Quebec Securities Commission, or with any deposit and clearing corporation having taken over from CDS provided it is a self-regulatory organization recognized as such;*
- g) *the bonds shall be issued in denominations of \$1,000 or whole multiples thereof and shall be represented by an aggregate certificate for their full face value or by an aggregate certificate for each portion of bonds, where there are several tranches, deposited with CDS and registered in the name of the nominal owner designated by CDS, to the benefit of the non-registered bondholders whose respective interests therein shall be evidenced by registration in the ledgers;*
- h) *where CDS would cease to act as depository of the aggregate certificate, where it would cease to be a self-regulatory organization recognized by the Quebec Securities Commission without being replaced by another such organization within thirty (30) days or where the Borrower would want to replace the aggregate certificate with individual bond certificates, the bonds would then be represented by individual bond certificates fully registered in denominations of \$1,000 or whole multiples thereof;*
- i) *CDS shall credit the payment of the principal and interest on the bonds book-based with CDS and represented by an aggregate certificate into the respective account of its members who hold the bonds, who in turn shall credit the payment into the respective account of the non-registered bondholders whom they represent;*
- j) *where bond certificates would be issued to replace the aggregate certificate, the interest on the bond certificates would be paid either by cheque or bank draft payable at par and drawn from a bank governed by the Act respecting banks and banking (S.C. 1991, c. 46) or from a financial services cooperative governed by the Act respecting financial services cooperatives (R.S.Q., c. C-67.3), or by a transfer of funds into an account held by the registered holder of the bond certificate in question with a financial institution, the identification of which shall have been conveyed to the trust company;*
- k) *where the bonds are book-based with CDS and represented by an aggregate certificate, the trust company shall be the paying agent;*
- l) *where the bonds are represented by bond certificates, the paying agent shall be the trust company with regard to the payment of interest and, with regard to the payment of principal, any branch of the Borrower's bankers in Canada or, at the Borrower's choice, any financial services cooperative governed by the Act respecting financial services cooperatives and La Caisse centrale Desjardins du Québec, in Montreal;*

- m) *any interest instalment outstanding on the bonds shall bear interest at the same rate as the bonds in question;*
- n) *the Borrower shall not redeem the bonds but it shall, however, be able to buy them on the market by tender, by mutual agreement or by any other method which the Borrower shall deem appropriate, the Borrower may re-issue the bonds so purchased at any time before maturity;*
- o) *to the extent bond certificates would be issued, they shall be exchangeable at no cost to their registered holders, for an equal aggregate face value of bond certificates of all authorized denominations and same characteristics as long as the claimed number of bond certificates is, in the opinion of the trust company, reasonable under the circumstances;*
- p) *the aggregate certificate and the bond certificates that may, as the case may be, be issued in exchange for the aggregate certificate, shall be signed, in the Borrower's name, by either one of the signing officers authorized hereinafter, as long as both are acting jointly, such signatures may be replaced by a printed or otherwise reproduced facsimile which shall have the same effect as a hand-written signature; the aggregate certificate and bond certificates, if any, shall also bear a certificate from the trust company, signed by one of its authorized representatives;*
- q) *the aggregate certificate and the bond certificates that may, as the case may be, be issued in exchange for the aggregate certificate, shall be drafted in the form, shall bear the serial numbers and include statements substantially compatible with the provisions hereof as determined by the Borrower's representatives who shall sign them*
- r) *the bonds shall be secured by the transfer to a trust estate held by the trust company of the debt which, for the Borrower, represents the subsidy to be granted to the Borrower by the Minister of Education, on behalf of the Quebec Government, to provide for the payment in principal and interest of the bonds of such issue, it being understood that neither the Borrower nor the trust company shall require that the sums to be deposited with the Minister of Finance to form a sinking fund be remitted to them by the Minister of Finance before the dates scheduled for the payment of the principal on the bonds;*
- s) *the bonds shall include the financial terms and conditions approved by the Minister of Finance, acting on behalf of the Borrower and by the underwriters of the bonds when they are sold;*

10. *that to the extent the borrowing transactions under this borrowing plan are effected by a loan agreement reached with Financement-Québec, each of such transactions shall include the following characteristics:*

- a) *the borrowing shall be contracted under a loan agreement to be reached between the Borrower, Financement-Québec and, as intervenor, the Minister of Education, and it shall be governed by such loan agreement and by the promissory note set out hereinafter;*

- b) *the borrowing shall further be evidenced by a promissory note made out to the order of Financement-Québec;*
- c) *the wording of the loan agreement and the promissory note shall substantially comply with the wording of the sample loan agreement and sample promissory note annexed to the minutes of this meeting subject to the amendments that their signing officers may make thereto in agreement with the following provisions;*
- d) *the borrowing shall include the financial terms and conditions acceptable to Financement-Québec and the signing officers authorized by the Borrower, in accordance with the criteria established by the Government pursuant to Order-in-council 238-2000 dated March 8, 2000, as modified or replaced at any time;*
- e) *any instalment of principal or interest outstanding on the contracted borrowing shall bear interest at the same rate as the borrowing in question or at the prime rate equal, for any interest period, to the arithmetic average of the prime rates or base rate, calculated by Financement-Québec, of three of the six major Canadian chartered banks listed in Schedule I of the Act respecting banks and banking, whichever rate is higher;*
- f) *unless the financial terms and conditions of the borrowing expressly provide otherwise, the borrowing shall not be redeemed in whole or in part;*
- g) *the promissory note shall be signed, on behalf of the Borrower, by either one of the signing officers authorized hereinafter, provided both are acting jointly;*
- h) *to ensure payment of the principal of the borrowing and the interest owed thereon at maturity, the debt which, for the Borrower, represents the subsidy to be granted to it by the Minister of Education, on behalf of the Quebec Government, shall be allocated to a movable hypothec without delivery in favour of Financement-Québec;*
- i) *the wording of the movable hypothec deed shall substantially comply with the wording of the sample movable hypothec annexed to the minutes of this meeting subject to the amendments that their signing officers may make thereto in agreement with the following provisions;*

11. *to authorize the Borrower to pay, from the proceeds of each borrowing contracted by loan agreement, the agreed upon issue expenses and management fees;*

12. *to authorize, for and on behalf of the Borrower, Claude Lajeunesse, President and Vice-Chancellor, and Larry English, Vice-President, Finance, provided both are acting jointly, to sign the master and supplementary trust agreements, the loan agreements, the aggregate certificates, the individual bond certificates, the promissory notes and all other contracts and documents pertaining to the borrowings contracted under this plan, to agree to all clauses and warranties substantially compatible with the provisions hereof, to accept the net proceeds from the borrowings or, as the case may be, to allow such proceeds to be accepted by the trust company whose services shall have been retained and to give good and valuable release and discharge, to make all amendments to*

such documents substantially compatible herewith, to do all things and sign all documents, necessary or useful to give full effect hereto;

13. *that to the extent the Borrower has already passed a resolution establishing a borrowing plan, this resolution supersedes the prior resolution.*

9. Report of the Audit Committee (Document BG-2007-5-D14 to D16)

Mr. Cherry, Chair of the Audit Committee, informed Governors that the latter Committee had commissioned a third-party review of the University's controls and procedures, the results of which were included in the Board documentation. He specified that the University was under no obligation to do so, but that this was done in keeping with similar practices conducted by publicly-traded companies.

The findings were presented to the Audit Committee at its meeting of June 11, 2007. Mr. Cherry was pleased to report that the appropriate controls and procedures are in place and that there are no issues of substance, with only a few areas requiring minimum follow up, such as the implementation of written disclosure of interests.

10. Annual report on performance indicators (*Measuring Excellence at Concordia*) (Documents BG-2007-5-D17 and D18)

Given the lateness of the hour, it was agreed to defer this presentation to the Fall.

11. Annual report on sundry fees (Document BG-2007-5-D19)

Dr. Lajeunesse reported that the sundry fees created or revised by the Provost or the Vice-President, Services during the 2006/2007 year are listed under Document BG-2007-5-D19.

12. Reports on Concordia's compliance with certain legal obligations

12.1 Report on compliance with fiscal requirements

Vice-President, Finance Larry English reported that he was satisfied with the procedures followed for computing and remitting taxes withheld from employees and employers' contributions from March 1, 2007 to May 31, 2007 as well as for GST and QST claims from February 1, 2007 to April 30, 2007 and that the University had fully complied with its statutory fiscal obligations. A copy of his written report had been deposited with the Secretary of the Board of Governors.

12.2 Report on compliance with environmental legislation and health and safety regulations

Mr. Di Grappa reported that the *Quarterly environmental health and safety report on due diligence*, dated June 2007, had been deposited with the Secretary of the Board of Governors. He noted that since the last report there had been no serious injuries or

incidents and conveyed the highlights of his report regarding the environmental audit plan as well as emergency and pandemic planning,

- 13. Update on the search for a Dean of Engineering and Computer Science
- 14. Update on the search for a Director of Libraries

Given the lateness of the hour, those updates were waived.

- 15. Monthly reports
 - 15.1 Vice-President, Advancement and Alumni Relations - Ms. Kathy Assayag (Document BG-2007-5-D20)
 - 15.2 Vice-President, Research and Graduate Studies - Dr. Louise Dandurand (Document BG-2007-5-D21)
 - 15.3 Vice-President, External Relations and Secretary-General - Me Marcel Danis (Document BG-2007-5-D22)
 - 15.4 Vice-President, Services - Mr. Michael Di Grappa (Document BG-2007-5-D23)
 - 15.5 Vice-President, Finance - Mr. Larry English (Document BG-2007-5-D24)
 - 15.6 Special Communications Advisor to the President - Mr. John Parisella (Document BG-2007-5-D25)
 - 15.7 Provost and Vice-President, Academic Affairs - Dr. Martin Singer (Document BG-2007-5-D26)

No additional information was added to the written reports.

- 16. Any other business

Upon motion duly moved and seconded (Kruyt, Lajeunesse), it was unanimously RESOLVED:

R-2007-5-19 THAT the Board of Governors express its deep appreciation to Dr. Martin Singer for his long service to Concordia and his contributions during his tenure as Provost.

- 17. Next meeting

The next regular meeting of the Board of Governors will be held on in September 2007, the exact date to be communicated to Governors shortly.

- 18. Adjournment

The Chair thanked Board members for their commitment and participation throughout the year and wished them a pleasant summer before adjourning the Open Session at 10 a.m.



Danielle Tessier
Secretary of the Board of Governors